

## JOB DESCRIPTION

<b>Job Title:</b>	HSE Site Lead
<b>Department:</b>	HSEQ
<b>Onshore/Offshore:</b>	Offshore
<b>Location:</b>	Bruce Platform
<b>Reports to:</b>	HSEQ Manager

### Role Purpose

#### *Write a short description of the role below:*

The HSE Site Lead is responsible for driving continuous improvement of HSE performance, culture, and compliance on their assigned asset. Working closely with the asset team, both offshore and onshore, the advisor will provide advice, respectful challenge, and guidance to ensure safe, compliant, and environmentally responsible operations.

A key aspect of the role involves monitoring and verifying site conformance with HSEQ related OMS requirements and compliance with relevant legislation. This includes but is not limited to personal safety, process safety, occupational health and industrial hygiene in coordination with the site medic, and emergency response.

### Areas of Responsibility

<b>Geographical Span:</b>	Serica Assets- UKCS
<b>Budgetary Responsibilities:</b>	No
<b>Direct Reports:</b>	No
<b>Travel Required:</b>	As required

### Main Tasks

*Please note that this list of duties is not exhaustive, and employees will be expected to undertake reasonable duties commensurate of their role and grade.*

#### Process Safety

- Participate in relevant risk assessments such as MoC and ORA.
- Site focal point for implementation and upkeep of IOGP PSF.

#### Personal Safety

- SME or conduit for information on key risk areas such as W@H, CSE, Hot Work, PPE etc. and focal point for IOGP LSR

#### Safety Leadership

- Display clear and positive safety leadership behaviours, balancing support and respectful challenge as required.
- Monitor safety leadership on site and support continuous improvement through coaching or other means.
- Coach site leaders on effective delivery of Team Safety Meetings, pre shift briefs, etc.

#### **Emergency Response**

- Prepare and deliver a range of scenarios to test all aspects of offshore ER provision and capability.

#### **Assurance**

- Manage the site level assurance activities in coordination with the OIM to assure regulatory expectations are met and that current risk areas are being tested.
- Analyse collected data, identify and communicate trends. Propose corrective action plans to address issues.

#### **Occ Health and Industrial Hygiene**

- Fulfil the role of site RPS
- Site Asbestos focal point (Duty to Manage).
- Engagement and support of site Medic in discharge of their responsibilities.

#### **Incident Investigations**

- Assist OIM in determining requirements for and appropriate level of investigation and assist with QC of investigation prior to close out.
- Lead and participate in investigations.

#### **Environment**

- Act as conduit for information on key PLANC commitments. Test and verify compliance and highlight areas of potential risk.
- Submit PON1/2, OIR13 etc. in partnership with OIM. Support available from ECA as required.

#### **Quality**

- Identify actual or potential Quality issues and interface with onshore QA to resolve.

#### **Misc**

- Support the ESR's and promote workforce engagement.
- Support preparation for and offshore delivery of regulatory inspections.
- Attend asset specific meetings such as: CoW, Ops Integrity, Asset Integrity, Cumulative Risk.
- As required, support onshore preparation for TAR's participate in activities such as Assurance Reviews, HAZOP, Safety Studies etc.

### **Professional/Educational Requirements, and Behavioural Skills**

#### **Professional/Educational Requirements**

##### **What are we looking for?**

- NEBOSH General Certificate or similar qualification.
- Operational experience in Oil and Gas or another high hazard industry
- Knowledge and experience in hazard identification, with knowledge of HSE practices and procedures and delivery of safety programmes
- Experience in UK legislative framework
- Incident Investigation
- Experience in Emergency Response
- Experience in Safety and Environment Management Systems

**Acknowledgement**

*I have read this job description and fully understand the requirements for my role within Serica.*

**Employee Signature:****Printed Name:****Job Title:****Date:**